



**DEPARTMENT OF THE ARMY**  
Headquarters, U.S. Army Garrison Fort Monmouth  
Fort Monmouth, New Jersey 07703-5101



REPLY TO  
ATTENTION OF

SELF-M-WR

21 October 2002

MEMORANDUM FOR Record

SUBJECT: Announcement of Duty Appointment for authorizing petty cash or IMPAC purchases for emergency purchase or rental/lease.

1. Names: Neil Terjesen, Vincent O'Gara, Salvatore Impollonia.
2. Appointed as: Authorized officials for petty cash and IMPAC purchases for emergency purchase or rental/lease.
3. Effective Date: 21 October 2002
4. Authority: AR 215-1 and IMPAC Card Standard Operating Procedure
5. Purpose: To authorize emergency purchases or rentals for MWR Activities. Personnel can authorize up to \$500 with petty cash and up to \$2500 with IMPAC card purchase. All purchases are subject to AR 215-1 guidance.
6. Period: Until officially relieved or released from appointment.
7. Special Instructions: To be used to avoid cancellation of scheduled recreation events.

FOR THE COMMANDER:

GLENN PERLAKOWSKI  
Director, Morale, Welfare  
and Recreation

CF:  
Individual Concerned